

San Francisco Bay Conservation and Development Commission

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August 4, 2022

TO: All Commissioners and Alternates

FROM: Lawrence J. Goldzband, Executive Director (415/352-3653; larry.goldzband@bcdc.ca.gov)
Andrea Gaffney, Senior Bay Development Design Analyst (415/352-3643; andrea.gaffney@bcdc.ca.gov)

SUBJECT: Draft Minutes of the March 7, 2022, Virtual Design Review Board Meeting

1. **Call to Order and Meeting Procedure Review.** Design Review Board (Board) Chair Jacinta McCann called the teleconference meeting to order on Zoom, at approximately 5:00 p.m.

Board Members in attendance included Board Chair Jacinta McCann, Board Vice Chair Gary Strang and Board Members Bob Battalio, Tom Leader, Stefan Pellegrini, Andrew Wolfram, and Board Alternate Karen Alschuler.

BCDC staff in attendance included Andrea Gaffney and Ashley Tomerlin.

Ms. McCann briefly reviewed the meeting protocols.

Ms. Gaffney noted that the project reviews scheduled for this meeting have been postponed due to a technical issue with the Zoom link expiration, which effectively changed the location of the meeting. The projects will be rescheduled for a special meeting later in the month, with the date and public notice to be determined after this meeting.

2. **Staff Update.** Ms. Gaffney updated issues pertinent to the Board.

Form 700 reminder that the filing is due on April 1, 2022.

DRB Regulation Reform. The DRB Regulation Reform that will establish term limits and change the appointment for members and alternates remains under review by the state office of administrative law. Once approved, staff will provide an in-depth briefing on the changes and how they affect the board. For now, we remain in a holding position.

Hybrid Meetings. At the end of March, the Governor's emergency order that allowed for remote meetings will expire, and we will return to standard meeting requirements under the Bagley-Keene Act. The meeting configuration will be a hybrid meeting. Hybrid meetings include at least one group of in-person/face-to-face attendees connecting virtually with other meeting attendees. It is anticipated that Board members will return to the Metro Center for in-person attendance for the April meeting.

Meeting Minutes Update. There is no longer staff support for meeting minutes. Starting with this meeting, staff are going to record the meeting with audio and video, and use the auto-generated closed caption function on zoom. The video recording with closed captions will be posted to the website shortly after the meeting, and an abbreviated summary of the meeting will be prepared for review and approval by the Board at the following meeting.

Other Updates. Ms.Gaffney provided updates on staffing, permits issued, recently-opened public access, and the tentative agenda for the next two upcoming DRB meetings.

3. Approval of Draft Minutes for July 12, 2021 (PDF) and August 9, 2021 (PDF)

The Board unanimously adopted the meeting minutes with noted changes.

4. Adjournment. There being no further business, Ms. McCann adjourned the meeting at approximately 5:45 p.m.

Respectfully submitted,

ANDREA GAFFNEY
Senior Landscape Architect